



SHEHEEB

POOLAKKAL SAIDU

PUBLIC RELATION EXECUTIVE

My Contact

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☎ +971 55 219 1615

📍 Al nahda .Sharjah -UAE

Hard Skill

- Business Setup and Licensing
- Government Liaison
- Documentation and Legal Compliance
- Visa and Immigration Services
- PRO Duties
- Labor Laws and HR Support
- Government Relations
- Trade License Renewals
- Economic Zones Knowledge
- Record Keeping and Database Management

Soft Skill

- Communication
- Relationship Building
- Adaptability
- Problem-solving
- Attention to Detail
- Time Management
- Teamwork
- Cultural Awareness
- Customer Service
- Professionalism

Education Background

Sun IT Institute

Kunnamkulam, Thrissur
Kerala. India

DIPLOMA IN GRAPHIC DESIGNING

I Campus Business School

Pavaratty, Thrissur
Kerala. India

CERTIFICATE OF HIGHER EDUCATION

About Me

I am Sheheeb Poolakkal Saidu, a highly motivated professional with a strong background in public relations and sales. With over 8 years of experience in sales, including 4 years as a Public Relations Executive in the UAE, I have developed a comprehensive skill set and a deep understanding of client relationship management, communication strategies, and business development.

Work History

06-2021 - CURRENT

TIMELINE BUSINESSMEN SERVICES SHARJAH, UAE

PUBLIC RELATION EXECUTIVE

TIMELINE BUSINESS MEN SERVICES is a prominent firm in the business setup industry, providing services such as business setup, PRO services, immigration, labor, economic, and municipality work.

03-2014 -05-2021

AL TELAL GROUP OF COMPANIES SHARJAH, UAE

SALES AND MARKETING EXECUTIVE

Telal Gents Fashions is a prominent firm in the fashion industry, specializing in Arabic traditional wear, Italian footwear, and UAE defense and military Uniform accessories.

02-2012 -02-2014

AVALON STAR GENERAL TRADING L.L.C DUBAI,UAE

SALES EXECUTIVE AND PRO

Avalon General Trading, an FMCG company dealing with Spices and Masala, Rice, and Rice powders in Restaurants and Supermarkets.

Additional Information

- DATE OF BIRTH : 24-08-1991
- SEX : MALE
- NATIONALITY : INDIA
- VISA STATUS : DIPENDENT VISA
- MARITAL STATUS : MARRIED
- DRIVING LICENSE : UAE AND INDIA

LANGUAGES

ENGLISH	<div><div></div></div>
ARABIC	<div><div></div></div>
HINDI	<div><div></div></div>
MALAYALAM	<div><div></div></div>

CERTIFICATIONS

NEURO LINGUISTIC PROGRAMMING
WORKSHOP - CERTIFICATION BY
SUCCESSVALLEY ACADEMY PVT LTD ,COCHIN, KERALA ,
INDIA